**RADaR**

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| --- | --- | --- | --- |
| **R**  **(Replace)** | **A**  **(Add)** | **D and**  **(Delete)** | **R**  **(Re-order)** |
| **Replace:**   * **Overused words** * **Weak verbs with strong verbs** * **Weak adjectives with strong adjectives** * **Common nouns with proper nouns** * **“dead” words** | **Add:**   * **Detail** * **Description** * **New information** * **Figurative language** * **Development** * **To clarify meaning** * **To expand ideas** | **Delete:**   * **Unnecessary repetitions** * **Unimportant or irrelevant information** * **Parts that might belong in another piece of writing** | **Re-order:**   * **The sequence to produce a desired effect** * **For a more logical order** |